

**COVES OF HARBOR SPRINGS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS REGULAR MINUTES
May 18, 2021**

The meeting of the Board of Directors of the Coves of Harbor Springs Condominium Association was held on Tuesday, May 18, 2021 at 7:00 p.m. by virtual meeting.

Present at the meeting: Matt White, President
 Kenneth Fields, Vice-President
 Marcia Moreno, Treasurer
 Dianna Hanneman, Secretary
 Scott Adler, EPI Management

Absent: Elsie Bair, Director

MINUTES:

Motion –Motion made by M. White to approve the Minutes from February 16, 2021. Motion seconded by D. Hanneman. Motion unanimously approved.

GUESTS: No guests were present.

HOMEOWNER’S FORUM:

- **3194 Ketch:** Homeowner requested an update regarding her outstanding landscaping work orders. S. Adler informed the owner these are to be inspected during the Landscape Inspection with the landscaper, Management, and members of the Board.

TREASURER’S REPORT: S. Adler reviewed the Financial Statements as of April 30, 2021:

Total Checking and Savings	\$352,123.28
Total Accounts Receivable	\$ 84,818.33
Total Assets	\$436,941.61
Total Accounts Payable	\$ 4,890.27
Other Current Liabilities	\$ 39,105.63
Total Liabilities	\$ 43,995.90
Total Equity	\$392,945.71
Total Liability and Equity	\$436,941.61

Motion –Motion made by K. Fields to approve the Treasurer’s Report. Motion seconded by M. Moreno. Motion unanimously approved.

MANAGEMENT REPORT:

- **Insurance Claim** – S. Adler reported a final settlement with Travelers has not been approved to date. The Board of Directors instructed Management to send a written complaint to the Department of Insurance regarding the carrier and their adjuster not acting in good faith.

Coves of Harbor Springs

Minutes

- **Roof Project** – S. Adler provided the roof replacement proposals and updated proposal from GME for this project. The revised proposal from GME reduces the cost from the original proposal by eliminating the removal of siding and installation of ice/water shield up the walls. GME confirmed they can obtain the necessary material from their supplier for this project. The other bidders have not provided confirmation.

Motion – Motion made by M. Moreno to approve Greater Midwest Exteriors, PLLC for replacement of the remaining roofs with 6” gutters and 3x4 downspouts and installing ice and water shield 10” on all vertical walls at a cost of \$.

Motion seconded by D. Hanneman. Motion unanimously approved.

- **Downspout Burial** – S. Adler’s presented the downspout burial list for the Board’s review and consideration. This matter was tabled until the landscape inspection is conducted.
- **Dryer Vent Cleaning** – S. Adler reported that 120 owners have complied with the directive to have their dryer vents cleaned. Management is to issue violation letter and fines to non-compliant owners.

Motion – Motion made by M. White to approve an exemption for 1962 Middlebury from the dryer vent cleaning due to the owner using a ventless dryer. The homeowner must provide proof the dryer is still in use when proof of dryer vent cleaning is required. Seconded by M. Moreno. Motion unanimously approved.

INSPECTION REPORT: The Inspection Report was attached for the Board’s review.

ADJOURNMENT:

Motion- Motion made by M. White to adjourn the meeting at 7:57 p.m. to Executive Session. Seconded by M. Moreno. Motion unanimously approved.

Respectfully Submitted:

EPI Management Company, LLC